

**ADAIR COUNTY COMMISSION MINUTES
TUESDAY, SEPTEMBER 28, 2021
25TH DAY JULY ADJOURNED**

The Adair County Commission convened at 8:30 a.m. on September 28, 2021, at the Courthouse in Kirksville. Presiding Commissioner Shahan and Commissioner Thompson were present until 12:00 p.m. Commissioner King was absent.

At 10:00 a.m., the Elected Official's monthly meeting was held in the Division I Courtroom of the Adair County Courthouse. Attending the meeting were Adair County Presiding Commissioner, Mark Shahan; Adair County Clerk, Sandra Collop; Adair County Prosecuting Attorney, Matt Wilson; Adair County Treasurer, Lori Smith, Adair County Recorder, Pat Shoush; Adair County Sheriff, Eldon Grissom; and Adair County Collector, Sonja Harden; Adair County 2nd District Commissioner, Mark Thompson; Adair County Circuit Clerk, Linda Decker; and Adair County Assessor, Kent Bryant. Absent were Adair County Public Administrator, Rhonda Noe; Adair County Coroner, Brian Noe; and Adair County 1st District Commissioner, Bill King. Also present were Tim Shikles with CTS and Heather Kelley, Human Resource/Grant Writer for Adair County.

Presiding Commissioner Shahan asked Tim Shikles from Control Technology Systems (CTS) to give an update to the progress on the renovation of the Adair County Courthouse. Mr. Shikles reported that the new roof had been completed; the well fields for the HVAC were done and needed to be flushed; the exterior of the building had been washed one time and joints were being repaired; and the demo was completed for the heating. He stated the new windows should be delivered by the last week in October and the heaters in the second week of October. Tomorrow, they would be repairing the walls where the heaters will go. They will be fixing the areas with a cement plaster product that matches the existing wall.

Mr. Wilson wants a specific date to close the Courthouse to the public. There are eight jury trials a week for the next nine months. Plans cannot be made until a decision is made regarding the Courthouse. He suggested the Commission have a discussion with the contractors as to when to close. It currently is not a good venue to hear jury trials, you can't hear, there is no parking, it smells like bleach, and everyone was calling him asking questions he cannot answer. Mr. Wilson said he was not going to take the brunt of this project. He understood that the possibility of using the Moose Club was discussed.

Presiding Commissioner Shahan then introduced a guest speaker to discuss improvements to the County's website, Margie Schlueter, Relationship Manager for Vervocity. The company is in Quincy, Illinois and employs 16 individuals that work in house. They are familiar with digital marketing and have won awards for videography. Ms. Schlueter said she could make the website, easier to use, quicker, modern, updated, attractive and user friendly with 24/7 security. The website could provide public service announcements and be adaptable to new processes.

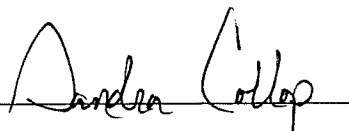
Ms. Schlueter will also complete a comparability study of salaries within the County. She will need a job description from each employee and take approximately three months to complete. Mrs. Harden asked if sick leave and vacation time would also be addressed.

The Adair County Commission adjourned at 12:00 p.m. on September 28, 2021.

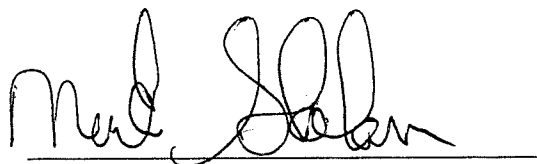
Unscheduled Public Walk-Ins and other Non-Agenda Items for Tuesday, September 28, 2021:

None

ATTEST:



County Clerk



Presiding Commissioner, Mark Shahan